

(A)

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SUGGESTED PROGRAM

0845-0900 Introduction of DCI by Deputy Director

Talk by DCI

states purpose of, occasion for, need for the conference  
gives his ideas on primary responsibilities of supervisors  
concludes with "inspiration"--elite group, greater responsibilities,  
nothing less than the best, etc. (some praise appropriate but not  
so much as to obscure the fact that this reorientation was ordered  
because it was needed)

0900-0945 The Deputy Director (DDI, DDP, BDS&T)

states his philosophy of supervision  
discusses the problems he sees in his directorate  
offers conclusions, suggestions, recommendations, orders

0945-1000 Break

1000-1100 The Deputy Director/Support and another speaker

on stage at separate lecterns  
alternate in covering the following topics from texts prepared in the  
offices of concern:

management  
personnel  
security  
medical

finance  
training  
logistics (?)

(if Col. White begins a topic, the other adds details; if the other  
begins, Col. White comments, adds personal opinion, illustrations)

1100-1115 Break

1115-1215 The Deputy Director/Support and other speaker  
continuation of above

1215- Lunch

1500-1630 The Panel: Messrs. Kirkpatrick, White, Baird, Bannerman, Echols, Fuchs, Tietje

each member introduced by Mr. Kirkpatrick  
each gives brief (2 min) statement (not "happy to be here", but why  
he is here and offering support of his office)  
each answers questions addressed to him and others on which he has  
competence and ideas, or adds comments to others' answers  
Mr. Kirkpatrick sums up at close

(B)

SUGGESTED PROGRAM (ALTERNATE)

1. Talk by the Director  
*same as (A)*
2. The Deputy Director  
*same as (A)*
3. The Director of Personnel  
*leadership, honesty*
4. The Director of Security  
*danger signals, responsibilities, danger points*
5. Chief, Medical Staff  
*when + how to consult, signs of trouble*
6. The Director of Training  
*Management training, career development,*
7. The Director of Finance  
*abuses, supervisor's responsibility*
8. The Deputy Director/Support  
*management in the Agency*
9. The Panel  
*same as (A)*
10. The Executive Director-Comptroller  
*summary, restatement of objectives, pep talk*

SCHEDULE: 0845-0905 DCI  
0905-0945 Deputy Director  
0945-1000 Break  
1000-1020 Director of Personnel  
1020-1040 Director of Security  
1040-1100 Chief, Medical Staff  
1100-1110 Break  
1110-1130 Director of Training  
1130-1145 Director of Finance  
1145-1215 Deputy Director/Support  
1215- Lunch  
1500-1600 Panel  
1600-1630 Executive Director-Comptroller

 SUGGESTED PROGRAM (ALTERNATE)

1. Talk by the Director  
*same as (A)*
2. The Deputy Director (DDI, DDP, DDS&T)  
*same as (A)*
3. Deputy Director/Support  
covers the whole range of topics
4. The Panel  
*same as (A)*
5. The ~~Executive~~ Executive Director-Comptroller  
summary and conclusion

SCHEDULE: 0845-0905 DCI  
0905-0945 The Deputy Director  
0945-1000 Break  
1000-1100 DDS  
1100-1215 Panel  
1215-1230 Executive Director-Comptroller